



## COMMUNITY SERVICE OFFICER

**Do you enjoy interacting with Citizens and making a difference in the community? Then, consider becoming a Fremont Community Service Officer.**



**The first review of applications is  
Noon on October 15, 2014**

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## The Department Mission Statement

*"Public Safety Through Professional Law Enforcement"* - The Department works in collaboration with our community to protect life and property, while enhancing the quality of life in our City. This is accomplished through the creative use of resources, community education and involvement, and interactive problem solving.

## What is a typical day like for the Community Service Officer?

- Interview victims/witnesses and document statements.
- Prepare collision reports/diagrams.
- Perform traffic control.
- Respond to and investigate traffic complaints.
- Issue parking/equipment violation citations (F.M.C's/VC's)
- Receive reports of commercial, residential and automobile burglaries, petty theft, grand theft, found property, abandoned bicycles, missing persons, auto theft, and other crimes with no known suspects.
- Conduct initial crime investigations and prepare reports of findings.
- Ascertain value of stolen vehicles and other lost/stolen items, in reports.
- Investigate vandalisms.
- Identify and enforce traffic and parking ordinances.
- Transport juvenile detainees.
- Transport juveniles to foster homes.
- Serve subpoenas.
- Identify, tag and tow abandoned vehicles.
- Identify and remove variety of traffic hazards.
- Respond to animal control emergencies as needed when AC is off duty.
- Specialty assignments: missing person investigator; volunteer program coordinator; taxi permits/tests; vehicle abatements; crime scene investigator.



## The ideal Candidate for this job will typically have:

- A high school diploma or equivalent.
- Work experience in the Public Sector with extensive public contact.
- Ability to work rotating shifts and irregular duty assignments including weekends and holidays.
- Ability to learn and apply local and state laws, rules and regulations.
- A valid Class C California Driver's License and satisfactory driving record.

## ABOUT US

Recently ranked second on the “Best Run City in America” list by 24/7 Wall St. and America’s third “Sharpest, Smartest City” by Reader’s Digest, the City of Fremont is a City continuing to move forward! Located in the heart of the Bay Area and Silicon Valley, this strategically urban city prides itself on innovation, green technology, a low crime rate, great schools, a low unemployment rate, and an incredibly diverse population of over 220,000 residents. As a full service City, Fremont employs over 864 regular employees and has an annual operating budget of \$156.8 million dollars. Fremont is an employer that values its people, creativity, quality service, integrity, open communication, mutual respect, and diversity. [Fremont Budget](#) [Fremont Crime Statistics](#) [Think Fremont!](#)

## COMPENSATION & BENEFITS

The annual salary is \$55,216—\$67,127 depending on qualifications. Fremont offers an attractive benefits package, which includes, but is not limited to:

- CalPERS Retirement Benefit\*
  - Classic Employees - 2.0% @ 60 benefit.
  - New Employees - 2.0% @ 62 benefit.
- Required PERS contributions vary by plan. All required contributions are tax deferred.
- Cafeteria Benefit Plan for employees/dependents includes Teamsters Local 856 Trust Fund for vision, medical and dental plans; child care and medical expenses can be paid for with pre-tax dollars.
- A complete benefits summary can be found by accessing this link: [Benefit Summary](#)

This position is represented by the TEAMSTERS bargaining unit. The probationary period for this position is 12 months.

\*Refer to CalPERS web site for complete definitions of Classic and New employees: [www.calpers.ca.gov](http://www.calpers.ca.gov)

## HOW TO JOIN OUR TEAM

To be considered for this position, apply online by submitting a completed City application through our on line application system: [City Jobs](#)

The test process for this position will include a written and/or performance exam, an individual and/or panel interview and an **extensive background investigation, fingerprint check and medical examination**. Only those candidates who have the best combination of qualifications in relation to the requirements and duties of the position will continue in the selection process. Meeting the minimum qualifications does not guarantee an invitation to participate in the process.

### ***Reasonable Accommodation***

Human Resources will make reasonable efforts in the examination process to accommodate persons with disabilities. Please advise Human Resources of any special needs a minimum of 5 days in advance of the selection process by

#### **Tentative Recruitment Schedule**

First Review: October 15, 2014

Oral Panel Interviews : Week of October 30, 2014

Follow-up Interviews: Week of November 3rd, 2014

Start Date: December 2014

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**HUMAN RESOURCES DEPARTMENT**

**City of Fremont**

**3300 Capitol Avenue, Building B**

**Fremont, CA 94538**

